

December 9, 2008, Miller Senate Office Building

## APA Commission Review of Work Plan

2pm -5pm

Beth Wong, acting chair in the absence of Jane Nishida and Bruce Lee, welcomed Commissioners and thanked them for attending.

David Lee asked if there were any questions based upon the presentation by State officials. There was a discussion about Bruce Lee's concern that more APAs need to be appointed to high level Administration positions. David Lee reviewed the position of Secretary Hitchcock, that she wants the Commissions to send her resumes of persons interested in serving the Governor, and she will maintain them in a database to be reviewed as needed. Commissioner Dr. Tun said he would like to see a list of state vacancies, and others agreed that this would be helpful.

David Lee reported the following vacancies:

Deputy Secretary of the Department of General Services: DGS maintains and upkeeps state properties, and procurement. The ideal candidate would have a background in energy efficiency, real estate, and management.

Assistant Secretary for Economic Development, and perhaps Marketing, at the Department of Business and Economic Development.

Chief of Staff, Department of Juvenile Services (this position was held by Beth Blauer, the Governor's new director of StateStat) - an attorney with social services experience would be ideal.

MBE Advisory Committee volunteer, would meet two to three days each month to interview applicants for MBE certification. Commissioners Shukoor Ahmed, David Pak and Shailesh Patel were interested in serving.

Commissioner Wong said it would be helpful to get StateStat reports, especially on health.

Commissioner Dr. Gupta asked if there is a prohibition against being appointed to more than one board. David Lee did not think there is any prohibition. Others noted that the lower state pay scale is an obstacle to attracting APA talent.

Discussion moved to reviewing the work plan. David Lee noted that most of the short term goals had been met, including a renovation of the website. Commissioner Beth Wong asked whether it could be translated. David Lee said it was not affordable or feasible. Commissioner Anis Ahmed asked if countries

could be listed. Commissioner Amjad Riar suggested a trial of having a suggestion box to receive input from the communities, to know how many people visit, and what topics are of interest, assuming that logistics and resources allow. Commissioners agreed that click through and other tracking data should be collected and analyzed. Commissioner David Pak noted that content management, analysis being suggested would require a full time employee. David Lee said the IT office is monitoring the website. Some news that was reviewed: David Lee is also a senior director overseeing all the commissions, and Agnes Smith now supports all GOCI Commissions, not just APA. Yet due to budget limitations, Ms. Smith, will have a four day furlough. Ms. Alfreda Gill, who worked in outreach, is no longer with GOCI.

David Lee reviewed long term goals:

StateStat indicators - the APA Commission could suggest metrics.

Language access - this goal has not been achieved. Commissioner Lily Qi has just completed a report on language access in Montgomery County and volunteered to work on this, and Commissioner Elizabeth Chung volunteered to help. The State Equal Access to Services Act requires a three percent population threshold for requiring agencies to provide translation of vital documents, such as for health or legal services. Another area is interpretation, such as in Montgomery County, accessing a hotline of more than a hundred languages. The top five languages in Montgomery County are Spanish, French, Chinese, Korean, and Vietnamese. MC Public School system has a brilliant system. Documents are maintained and updated in a database with translation software. Commissioner Chin noted that the ESOL program in Baltimore County made use of volunteers for interpretation services. Commissioner Chung recommended developing a long term strategy, and Commissioner Qi agreed, noting some jurisdictions that did not follow their own laws for providing services ended up being sued. Commissioner Ahmed noted that voluntary services more than ten years ago, slowly growing.

New goals for 2009: Asian American Business Conference, May 5, 2009

Collaborating on Job Fair

Partnering with U.S. Census Bureau and Maryland Department of Planning

The Commission then broke into subcommittee groups to review short and long term goals.

The Commission regrouped to hear each Committee's findings.

Please refer to the Commission Work Plan to see the short and long term goals mentioned below:

For the Workforce Development Committee, Commissioner Lily Qi reported it is still working on its short term goals, long term goals, and would add one more long term goal: Partner with University of Maryland. Due to the illness of Committee Chair Bruce Lee, Commissioner Kamala Edwards was being proposed to be the new chair.

For the Business Development Committee, Commissioner Beth Wong reported it was working on the May 2009 conference and had met its two other short term goals, and was still working on all its long term goals. Another long term goal is to work with Sister State / City programs.

For the Social Services Committee, Commissioner Dr. Tun reported it is working on its short term goals. It is using available data already collected, and would like to get more data from state agencies in order to achieve long term goal of increasing outreach and services from DHMH and MSDE to APA community. It is discussing with Mobile Med (who attended November Commission meeting) the possibility of expanding health service to Frederick County.

For the Community Development Committee, Commissioner Anis Ahmed reported it had met three of its short term goals. The goal not met was a bi-monthly newsletter. To achieve its long term goals, the committee will meet with Census Bureau staff, help develop complete count ethnic committees, and plan a cultural event for October 2009.